

**CITY OF SANTA BARBARA
AIRPORT COMMISSION**

M I N U T E S

CALL TO ORDER

The Meeting on Wednesday, April 18, 2012 was called to order at 7:02 pm in the Airport Administration Conference Room at 601 Firestone Road, Santa Barbara, CA.

ROLL CALL

Airport Commissioners: **John Clark**
 Chris Colbert
 William Gilbert
 Bruce Miller
 Scott Tracy

Absent : **Patricia Griffin**
 Kirk Martin

Staff: **Karen Ramsdell**, Airport Director
 Hazel Johns, Assistant Airport Director
 Tracy Lincoln, Airport Operations Manager
 Rebecca Fibley, Sr. Property Management Specialist
 Mabel Shatavsky, Airport Commission Secretary

PUBLIC COMMENT

1. No one wished to speak.

NOTICES

2. That the regular Airport Commission meeting scheduled for Wednesday, March 21, 2012 was cancelled.
3. That the Budget Subcommittee met on Thursday, April 5, 2012 at 11:00 am, in the Airport Administration Building, 601 Firestone Road, Santa Barbara, CA.
4. That on Thursday, April 12, 2012 at 5:30 pm, the Airport Commission Secretary duly posted this agenda on the bulletin board at Airport Administration.

ACTION: Presented.

MINUTES

5. SUBJECT: MINUTES

RECOMMENDATION: That Commission waive the reading and approve the minutes of the meeting of Wednesday, February 15, 2012.

ACTION: Motion/Second for approval of the minutes by Commissioners Miller/Gilbert. Unanimous voice vote (Absent: Commissioners Griffin and Martin).

CONSENT CALENDAR

6. SUBJECT: 2011 INTEGRATED PEST MANAGEMENT ANNUAL REPORT

RECOMMENDATION; That Airport Commission recommend that City Council accept the Santa Barbara Integrated Pest Management Strategy, 2011 Annual Report, dated March 2012.

7. SUBJECT: T-HANGAR LOTTERY APPLICANTS

RECOMMENDATIONS: That Airport Commission receive a status report on the Airport T-Hangar waiting list.

LEASE AGREEMENTS - Existing Tenants

8. SUBJECT: CONSENT TO SUBLEASE BETWEEN SIGNATURE FLIGHT SUPPORT CORPORATION AND ABOVE ALL AVIATION, LLC

RECOMMENDATION: That Commission approve and authorize the Airport Director to execute a Consent to Sublease Agreement between Signature Flight Support Corporation, a Delaware Corporation, and Above All Aviation, LLC, a limited liability company for operation of a flight school at the Santa Barbara Airport, effective December 1, 2011.

Approved the recommendation; Agreement No. 201206

9. SUBJECT: LEASE AGREEMENT – R2SONIC, LLC

RECOMMENDATION: That Commission approve and authorize the Airport Director to execute a month-to-month Lease Agreement with R2Sonic, LLC, a California Limited Liability Company, for 3,586 square feet of office, R&D, and production space in Building 312, at 1503 Cecil Cook Place, at the Santa Barbara Airport, effective April 1, 2012, for a monthly rental of \$5,366, exclusive of utilities.

Approved the recommendation; Agreement No. 201207

10. SUBJECT: FEBRUARY & MARCH PROPERTY MANAGEMENT REPORTS

RECOMMENDATION: That Airport Commission receive the Airport Property Management Reports.

ACTION: Motion/Second for approval of the consent calendar by Commissioners Miller/Tracy, with a correction to Item 8. The effective date should read December 1, 2011. Unanimous voice vote (Absent: Commissioners Griffin and Martin).

LIAISON REPORTS

City of Santa Barbara Liaison Councilmember Frank Hotchkiss

City of Goleta Liaison Councilmember Roger Aceves

ACTION: Presented.

SUBCOMMITTEE REPORT

11. SUBJECT: LEASE REVIEW SUBCOMMITTEE

RECOMMENDATION: That Airport Commission receive an oral report on the Lease Review Subcommittee meeting held on Thursday, February 2, 2012.
(*CONTINUED FROM FEBRUARY 15, 2012*)

ACTION: Presented.

ADMINISTRATIVE REPORT

12. SUBJECT: ANNUAL BUDGET FOR FY 2013

RECOMMENDATION: That Airport Commission review and recommend approval of the Airport Department's FY 2013 Operating Budget – Assistant Airport Director Hazel Johns.

ACTION: Motion/second to recommend approval of the Airport Department's FY 2013 Operating Budget by Commissioners Gilbert/Miller. Unanimous voice vote (Absent: Commissioners Griffin and Martin).

DIRECTOR'S REPORT

13. A. Airport Operations
- Passenger Count
 - Aircraft Operations
 - Air Freight
- B. Programs
1. Air Service
 2. Communications Program
 3. Master Plan RFQ
 4. Property Management
 5. Airline Terminal Public Arts Program
 6. Airline Terminal Grand Opening Events
- C. Capital Projects
1. Airport Terminal Improvement Project
- D. Council Actions

ACTION: Presented.

ADJOURNMENT

7:55 p.m., on order of Chair Clark.

Karen Ramsdell, Airport Director

Mabel Shatavsky, Recording Secretary